

# Michigan Underground Storage Tank Authority Board Minutes

A meeting of the Michigan Underground Storage Tank Authority Board was held on September 21, 2015, at 10:00 a.m. in Constitution Hall, Atrium Level, Con Con Room, located at 525 West Allegan Street, Lansing, Michigan 48933.

**MEMBERS PRESENT:** Brian D. Eggers, Sr., Chairman  
John M. Dimmick, Vice Chairman  
Juman Doleh-Alomary  
Greg Gould  
Bill Saad  
Grenetta Thomassey (via telephone)  
Dan Wyant

**MEMBERS ABSENT:** None

## **I. Call to Order/Establishment of a Quorum**

Brian D. Eggers, Sr., Chairman, called the meeting of the Michigan Underground Storage Tank Authority Board to order at 10:00 a.m. with John M. Dimmick, Juman Doleh-Alomary, Greg Gould, Bill Saad, Grenetta Thomassey, and Dan Wyant present.

## **II. Approval of the Tuesday, August 25, 2015, Minutes**

Brian D. Eggers, Sr., Chairman, asked if there were any corrections, comments, or additions to the minutes as presented dated August 25, 2015. A motion was made by John Dimmick, Vice Chairman, and supported by Greg Gould to approve the August 25, 2015, minutes. **APPROVED**

## **III. Status Update on Application for Fund Approval with the United States Environmental Protection Agency**

Bob Reisner, Administration Division, Department of Environmental Quality (DEQ), provided an update on the submittal of the application. The application will be submitted to the USEPA by the close of business on Thursday, October 1, 2015.

**ACTION ITEMS:** Bob Reisner will submit the application to the USEPA by October 1, 2015.

## **IV. Other Updates on Program Implementation**

Bob Reisner, DEQ, stated that work has begun on forms and processes. The goal is to start receiving requests for determination and buy downs by October 1, 2015. Two department analyst positions have been posted and applications are

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due by September 29, 2015. The goal is for claim and invoice submittals to be accepted by December 1, 2015, and accepting claims by January 1, 2016.

## V. Financial Updates

Amy Epkey, Chief Financial Officer, DEQ, provided a financial update. The DEQ met with Department of Treasury staff regarding investment options. The funds are conservatively invested currently as there is not enough information on cash flow at this time. Treasury staff will present investment options to the Board at a future meeting.

## VI. Cost Schedule

Bob Reisner, DEQ, provided an update on the cost schedule. The goal is to for the Board to review the cost list and bid process at the next meeting.

## VII. Preliminary Discussion on Appeal Hearing Process

Bob Reisner, DEQ, provided questions for the Board to consider when hearing appeals:

- The Board agreed that materials for an appeal should be received by the Board two weeks prior to the Board meeting to allow for appropriate review.
- The Board agreed that the appellant should present their case first.
- The Board agreed that each party will be allowed ten minutes to present their case and then ten minutes for questions by the Board.
- The Board agreed that they would not accept new materials that were not previously provided on the day of the hearing. If new materials are provided, at the Board's discretion the appeal could be tabled until the next scheduled board meeting.
- The Board discussed the options of memorializing the appeal hearings (tape, court reporter, minutes, etc.).

**Action Item:** Polly Synk, Assistant Attorney General, will review how boards who hear appeals memorialize their hearings and will report back to the Board at the next meeting.

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## **VIII. Public Comments**

Brian D. Eggers, Dr., Chairman, requested comments from the public. There were no public comments.

## **IX. Next Meeting**

The next meeting of the Board will be held on November 9, 1:00 p.m., at Constitution Hall, 525 West Allegan Street, Patriot Conference Room, Atrium Level, Lansing, Michigan.

Dan Wyant, Director, DEQ, stated that Robert Wagner would serve as his proxy at future Board meetings.

The Board agreed that they would meet monthly starting February 2016 at 1:00 p.m. at Constitution Hall.

**Action Item:** The DEQ will schedule monthly meetings starting February 2016.

## **X. Adjournment**

The meeting was adjourned at 11:02 a.m.

Respectfully submitted,

Candra Wilcox